

COUNTY OF SAN DIEGO

**2014 CONFLICT OF INTEREST CODE  
BIENNIAL REVIEW REPLY FORM**

2014 SEP 15 PM 3 23

CLERK OF THE BOARD OF SUPERVISORS  
Contact Person: Sarah M. Norton Telephone Number: 619-425-9600 x1311

Name of Agency: Chula Vista Elementary School District

Mailing Address: 84 East J Street, Chula Vista, CA 91910

This agency has reviewed its conflict of interest code and has determined that:

☒ **Amendments are necessary:** (Attach Amended Code)  
(Check all that applies)

- ☒ Include new positions (including consultants) which must be designated
- ☒ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished
- ☐ Delete positions that manage public investments
- ☐ Revise disclosure categories
- ☐ Other \_\_\_\_\_

☐ **No amendments are necessary.** Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; the disclosure assigned to those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foresee-ably be affected materially by the decision made by those designated positions; and the code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer:  Date: 9/11/2014

You must complete this report regardless of how recently your code was approved or amended. **Please return this report no later than October 1, 2014 to:**

**Clerk of the Board of Supervisors  
(Conflict of Interest Code)  
1600 Pacific Highway, Room 402  
San Diego, CA 92101**

Approved and/or authorized by the Board of Supervisors of the County of San Diego.	
Meeting Date: <u>12/2/14</u>	Minute Order No. <u>23</u>
By: <u></u>	Date: <u>12/12/14</u>
Deputy Clerk of the Board Supervisors	

COUNTY OF SAN DIEGO

**2014 CONFLICT OF INTEREST CODE  
BIENNIAL REVIEW REPLY FORM**

**COPY**  
*Original mailed  
9/12/2014*

2014 NOV 3 AM 11 38

Contact Person: Soreli M. Norton Telephone Number: 619-425-9600 x1311

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*Amended code  
attached.  
Soreli Norton  
10/31/2014*

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Bylaws of the Board

**CONFLICT OF INTEREST**

Designated Positions and Disclosure Requirements

1. Persons occupying the following positions are designated employees in Category 1:

Governing Board Members  
Superintendent of Schools  
Assistant Superintendents

Designated persons in this category must report:

- a. Interests in real property located entirely or partly within District boundaries, or within two miles of District boundaries, or of any land owned or used by the District. Such interests include any leasehold, beneficial, or ownership interest or option to acquire such interest in real property.
  - b. Investments or business positions in or income from sources that:
    - (1) Are engaged in the acquisition or disposal of real property within the District.
    - (2) Are contractors or subcontractors that are or have been within the past two years engaged in work or services of the type regularly used by the District.
    - (3) Manufacture or sell supplies, books, machinery, or equipment of the types used by the District.
2. Persons occupying the following positions are designated employees in Category 2:

Executive Director of Curriculum and Instruction  
Executive Director of Fiscal Services  
Executive Director of Instruction and Assessment  
Executive Director of Language Acquisition and Development  
Executive Director of Operations and Instruction  
Executive Director of Pupil Services and Instruction

Bylaws of the Board

**CONFLICT OF INTEREST (continued)**

Executive Director of Student, Family, and Community  
Executive Director of Technology and Instruction  
Director of Child Nutrition Services  
Director of Early Childhood Education  
Director of Communications and Community Development  
Director of Fiscal Services  
Director of Human Resources  
Director of Information Technology Services  
Director of Maintenance and Operations  
Director of Special Education and Pupil Services Instruction  
Director of Transportation  
Communications Officer  
Community Collaborative Director  
Coordinator for Instructional Technology  
Coordinator of Special Education and Pupil Services, Instruction and Support  
Coordinator of Student, Family, and Community  
Accounting Manager  
Benefits/Risk Manager  
Child Nutrition Services, Program Manager  
Facilities Planning Manager  
Fleet Maintenance Manager  
Grounds, Safety, and Maintenance Manager  
Lead Fleet Maintenance Transportation Manager  
Payroll Manager  
Safety, Environmental, and Maintenance Manager  
Senior Grant Writer  
Student Placement Manager  
Transportation Manager  
Manager of Information Technology, Programming, and Support  
Manager of Network Services, Computer Hardware Support  
Purchasing, Publications, and Warehouse Manager  
Office Manager for the Superintendent and Business Services  
Principal/Director  
Associate Principal/Academy Director

Bylaws of the Board

**CONFLICT OF INTEREST (continued)**

Designated persons in this category must report investments or business positions in or income from sources that:

- b. Are contractors or subcontractors engaged in work or services of the types used by the department that the designated person manages or directs.
- c. Manufacture or sell supplies, books, machinery, or equipment of the types used by the department that the designated person manages or directs. For the purposes of this category, a Principal's department is his/her entire school.

Designated Positions and Disclosure Requirements

3. Consultants are designated employees that must disclose financial interests as determined on a case-by-case basis by the Superintendent/designee. The Superintendent/designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this Conflict of Interest Code.

A consultant is an individual who, pursuant to a contract with the District, makes any of several specified governmental decisions whether to: (2 CCR 18701)

- a. Approve a rate, rule, or regulations.
- b. Adopt or enforce a law.
- c. Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement.
- d. Authorize the District to enter into, modify, or renew a contract that requires District approval.
- e. Grant District approval to a contract or contract specifications that require District approval and in which the District is a party.
- f. Grant District approval to a plan, design, report, study, or similar item.
- g. Adopt or grant District approval of District a policy, standard, or guideline.

Bylaws of the Board

**CONFLICT OF INTEREST (continued)**

A consultant is also an individual who, pursuant to a contract with the District, serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's Conflict of Interest Code. (2 CCR 18701)

Exhibit

Adopted: 09/27/94

Revised: 02/07/95

Revised: 08/31/98

Revised: 04/11/00

Revised: 02/20/01

Revised: 05/21/02

Revised: 09/14/04

Revised: 09/19/06

Revised: 09/16/08

Revised: 10/24/12

Revised: 10/23/14

CHULA VISTA ELEMENTARY SCHOOL DISTRICT  
Chula Vista, California